



Office of Driver Services  
P.O. Box 9204, Des Moines, IA 50306-9204

800-532-1121  
FAX: 515-239-1837

## Instructions for Logging

**Non-CDLIS Conviction/Withdrawal/10-Year History Check Tracking**

March 06, 2019

Jurisdiction: WI

Number of Convictions: 01

Number of Negated Convictions: \_\_\_\_\_

Number of Withdrawals: \_\_\_\_\_

Number of Negated Withdrawals: \_\_\_\_\_

Number of 10-Year History Requests: \_\_\_\_\_

|                              | 1st Attempt | 2nd Attempt | 3rd Attempt |
|------------------------------|-------------|-------------|-------------|
| Date Sent:                   | 03-06-2019  |             |             |
| Sent by:                     | MARK H      |             |             |
| Addressed to:                |             |             |             |
| Date Confirmation Attempted: |             |             |             |
| Method*:                     |             |             |             |
| Date Confirmed:              | 3-13-19     |             |             |
| Confirmed by:                | ARV         |             |             |
| Confirmation Method*:        | MAIL        |             |             |

\*Some options for Method/Confirmation Method:

- \* Phone call (indicate with whom the confirmation was made)
- \* Certified US mail (file a copy of the delivery confirmation from the Internet)
- \* Return Receipt
- \* UPS (file a copy of the delivery confirmation from the Internet)
- \* FedEx (file a copy of the delivery confirmation from the Internet)
- \* Email: conviction.support@dot.iowa.gov

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## Instructions for Logging

**Non-CDLIS Conviction/Withdrawal/10-Year History Check Tracking**

February 27, 2019

Jurisdiction: WINumber of Convictions: 01Number of Negated Convictions:                     Number of Withdrawals:                     Number of Negated Withdrawals:                     Number of 10-Year History Requests:                     

|            | 1st Attempt | 2nd Attempt | 3rd Attempt |
|------------|-------------|-------------|-------------|
| Date Sent: | 2-27-2019   |             |             |



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## Instructions for Logging

**Non-CDLIS Conviction/Withdrawal/10-Year History Check Tracking**

February 12, 2019

Jurisdiction: WINumber of Convictions: 01Number of Negated Convictions:           Number of Withdrawals:           Number of Negated Withdrawals:           Number of 10-Year History Requests:           

|                              | 1st Attempt | 2nd Attempt | 3rd Attempt |
|------------------------------|-------------|-------------|-------------|
| Date Sent:                   | 02/12/2019  |             |             |
| Sent by:                     | MARK H      |             |             |
| Addressed to:                |             |             |             |
| Date Confirmation Attempted: |             |             |             |
| Method*:                     |             |             |             |
| Date Confirmed:              | 2.19.19     |             |             |
| Confirmed by:                | MCB         |             |             |
| Confirmation Method*:        | MAIL        |             |             |

\*Some options for Method/Confirmation Method:

- \* Phone call (indicate with whom the confirmation was made)
- \* Certified US mail (file a copy of the delivery confirmation from the Internet)
- \* Return Receipt
- \* UPS (file a copy of the delivery confirmation from the Internet)
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Instructions for Logging

**Non-CDLIS Conviction/Withdrawal/10-Year History Check Tracking**

January 11, 2019

Jurisdiction: WI

Number of Convictions: 01

Number of Negated Convictions:           

Number of Withdrawals:           

Number of Negated Withdrawals:           

Number of 10-Year History Requests:           

|             |             |             |
|-------------|-------------|-------------|
| 1st Attempt | 2nd Attempt | 3rd Attempt |
|-------------|-------------|-------------|



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## Instructions for Logging

**Non-CDLIS Conviction/Withdrawal/10-Year History Check Tracking**

December 31, 2018

Jurisdiction: WINumber of Convictions: 01Number of Negated Convictions:                     Number of Withdrawals:                     Number of Negated Withdrawals:                     Number of 10-Year History Requests:                     

|                              | 1st Attempt | 2nd Attempt | 3rd Attempt |
|------------------------------|-------------|-------------|-------------|
| Date Sent:                   | 12-31-2018  |             |             |
| Sent by:                     | MARK H      |             |             |
| Addressed to:                |             |             |             |
| Date Confirmation Attempted: |             |             |             |
| Method*:                     |             |             |             |
| Date Confirmed:              | 1-3-19      |             |             |
| Confirmed by:                | AEV         |             |             |
| Confirmation Method*:        | MAIL        |             |             |

\*Some options for Method/Confirmation Method:

- \* Phone call (indicate with whom the confirmation was made)
- \* Certified US mail (file a copy of the delivery confirmation from the Internet)
- \* Return Receipt
- \* UPS (file a copy of the delivery confirmation from the Internet)
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## Instructions for Logging

**Non-CDLIS Conviction/Withdrawal/10-Year History Check Tracking**

October 26, 2018

Jurisdiction: WI

Number of Convictions: 01

Number of Negated Convictions:           

Number of Withdrawals:           

Number of Negated Withdrawals:           

Number of 10-Year History Requests:           

|                              | 1st Attempt | 2nd Attempt | 3rd Attempt |
|------------------------------|-------------|-------------|-------------|
| Date Sent:                   | 10-26-2018  |             |             |
| Sent by:                     | MARK H      |             |             |
| Addressed to:                |             |             |             |
| Date Confirmation Attempted: |             |             |             |
| Method*:                     |             |             |             |
| Date Confirmed:              | 10-30-18    |             |             |
| Confirmed by:                | JCB         |             |             |
| Confirmation Method*:        | MAIL        |             |             |

\*Some options for Method/Confirmation Method:

- \* Phone call (indicate with whom the confirmation was made)
- \* Certified US mail (file a copy of the delivery confirmation from the Internet)
- \* Return Receipt
- \* UPS (file a copy of the delivery confirmation from the Internet)
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